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AFI 31-204, *Air Force Motor Vehicle Traffic Supervision*, 14 July 2000, is supplemented as follows:
This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by 10U.S.C. 8013, Secretary of the Air Force: Powers and duties; delegation by; and E.O. 9397 (SSN). Systems of records notice F031 AF SP E applies.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

Impoundment of vehicles in **2.4.1.** has been updated and clarified. Personnel authorized DD Form 2220, **DoD Registered Vehicle**, in **3.2.3. (Added)** is updated. Change in **3.2.4.1. (Added)** requiring the year decals not to exceed three years and length of time to register a vehicle on base.

1.3. **Delegation of Authority.** Authority under this instruction has been delegated to the 436th Mission Support Group Commander (436 MSG/CC).

2.1.1.2. Civilian personnel must produce, upon request from security forces, a valid state driver's license and AF Form 354, **Civilian Identification Card**. Base contractors must produce, upon request from security forces, a valid state driver's license and AF Form 75, **Visitor/Vehicle Pass**, or computer generated contractor pass. International driver's license will be honored for a period of 30 days after arriving in the state of Delaware.

2.1.1.3. A Delaware Emissions Certificate, Delaware Motor Vehicle Form #210 (temporary or permanent) is required for all vehicles obtaining base registration and renewal of base registration. **EXCEPTION:** Reservists residing outside the state of Delaware are not required to obtain an emissions certificate if they possess an exemption letter signed by their unit commander.

2.4. **Implied Consent to Vehicle Impoundment.** Any vehicle on Dover AFB illegally parked for unreasonable periods, interfering with traffic operations, creating a safety hazard, disabled by accident or inci-

dent, left unattended, in, or adjacent to a restricted, controlled, approach way or off-limits area, may be removed and temporarily impounded at the owner's expense. Additionally, vehicles parked on Dover AFB may be towed or impounded by order of the 436th Mission Support Group/Deputy Commander (436 MSG/CD) or higher authority.

2.4.1. Inoperative vehicles, illegally parked vehicles, vehicles with expired base or state registration, vehicles with major safety defects, vehicles suspected of being involved in the commission of a crime, vehicles that presents a traffic or safety hazard to others, and law enforcement personnel who reasonably believe the vehicle is abandoned may be impounded. If feasible, allow the owner three 3 days from the date the vehicle is tagged to remove the vehicle. If the vehicle hasn't moved after the 3 days, the vehicle will be considered abandoned and towed at owner's expense.

2.4.2. (Added) Any person, granted the privilege of operating, owning or having possession of a motor vehicle on Dover AFB, is considered to have given their consent to meet the financial obligations of towing and storage fees prior to the release of a vehicle. Fees are imposed only as a government reimbursable expense. If a person fails to meet or refuses such obligations, their privilege to operate or register a motor vehicle on Dover AFB may be revoked for a period of 12 months.

2.5. **Suspension or Revocation of Driving Privileges.** The 436th Airlift Wing Commander (436 AW/CC) has delegated the authority to suspend or revoke base driving privileges to the 436 MSG/CC and 436 MSG/CD. All persons assigned to or transiting through Dover AFB are subject to receiving preliminary suspension for suspected Drunk Driving/Driving Under the Influence (DUI) or failure to submit to a chemical test. Preliminary revocations for this purpose will not be for less than 1 year or when commander action or magistrate disposition reveals dismissal of charges. A letter addressing this matter will be forwarded to the appropriate unit commander or individual concerned and will not become effective until receipt of the letter. Complete dismissal of charges institutes complete restoration of base driving privileges unless the original suspension was for implied consent.

2.5.1.2. Military personnel and DoD civilians whose state driving privileges are suspended or revoked for any reason are required to notify the Chief, Security Forces (CSF) in writing as soon as the suspension or revocation becomes effective.

2.5.2.2. 436th Mission Support Squadron will provide a roster of all departing personnel to 436th Security Forces Administration Branch (436 SFS/SFA). A check of the Security Forces Information Management System (SFIMS) will be conducted, printed, attached, and forwarded to the gaining organization. Driver's history received from other bases will be updated into the Cop Base/Security Forces Central Database.

2.5.3. (Added) Suspension of GOV Driving Privileges. IAW AFI 24-301, *Vehicle Operations*, para 4.11.3. all driving privileges for Government Owned Vehicles (GOV) are suspended when an individual's authority to operate a Privately Owned Vehicle (POV) on-base is suspended. Upon reinstatement of on-base driving privileges for POV, full GOV driving privileges (including off-base) will be restored (including re-issue of AF Form 2293, **U.S. Air Force Motor Vehicle Operator Identification Card**) unless specifically withheld by competent authority, i.e., Security Forces, individual's commander. Only the person who suspended/revoked GOV driving privileges, or higher authority, may reinstate privileges prior to the end of the suspension/revocation period. IAW AFI 24-301, para 4.11.1. Security Forces will notify the Operator Record and License (ORL) office when individuals have their driving privileges suspended, revoked, or reinstated.

2.7. Administrative Due Process for Suspensions and Revocations. All personnel who have received a preliminary suspension or revocation have the right to submit an appeal to the designated authority. Upon timely request, a hearing will be held within 10 duty days from the time the suspension or revocation is imposed. If, due to action by the designated authority, a hearing is not held within 10 duty days, the suspension will not take place until such time as the person is granted a hearing and is notified of the action of the designated authority. However, if the affected person requests the hearing be continued to a date beyond the 10 day period, the suspension or revocation will become effective immediately on receipt of official suspension action. This does not apply to preliminary suspension resulting from a DUI where the suspension takes place immediately upon receipt of the preliminary suspension letter. The scope of the hearing is limited exclusively to determine if the subject will be permitted limited driving privileges on Dover AFB and if the action is taken without prejudice.

2.7.2.2. If the designated authority determines, as a result of the hearing, to suspend or revoke base driving privileges, the suspension or revocation will not become effective until the person receives written notification of such action.

2.7.2.3.3. Any person receiving a suspension or revocation has the right to appeal or request reconsideration. Such requests must be forwarded through the Chief, Security Forces (CSF) to the 436 MSG/CC within ten days from the date the individual is notified of the suspension or revocation resulting from the administrative hearing. The suspension or revocation will remain in effect pending final ruling on the request.

2.10.1. All requests to modify or vacate driving suspensions or revocations will be submitted to 436 MSG/CD through 436 SFS/SFA.

2.10.2. Restricted driving privileges will not be granted to any person whose driver's license is under suspension or revocation by a state or federal licensing authority except as authorized by AFI 31-204, para 2.1.1.2 and 2.10.2.

2.10.2.1. (Added) Individuals concerned will submit a letter to 436 MSG/CC or designated representative through 436 SFS/SFA for coordination. Entailed in the letter will be specific reasons for the request (e.g., mission requirements, unusual personal or family hardships), and specific details of the requested driving restriction (e.g., to and from work, to and from the hospital).

2.10.2.2. (Added) Persons found to be in violation of the restricted driving privileges are subject to revocation action. For good cause, 436 MSG/CC or designated authority may withdraw the restricted privilege and continue the suspension or revocation period (e.g., driver at fault in a traffic accident or cited for a moving traffic violation).

2.11.3. (Added) Extensions of driving privileges apply to all suspensions/revocations IAW AFI 31-204, Table 5-1 and this supplement.

2.11.4. (Added) All extensions of suspensions or revocations will be served consecutively to the original suspension or revocation.

2.12.1. Restoration of base driving privileges is automatic once the suspension or revocation time period has lapsed.

3.2.2. (Added) All vehicles operated on Dover AFB must meet the minimum requirements of AFI 31-204 as supplemented. Prior to any vehicle being registered on Dover AFB, the following criteria must be met and all information recorded on AF Form 533, **Certificate of Compliance - Private Motor Vehicle Registration** or entered into the SFIMS.

3.2.2.1. (Added) Applicants who possess an out of state vehicle registration must show a current Delaware Motor Vehicle Form #210 (Certificate of Emissions), or a 512 AW Exemption Letter.

3.2.2.2. (Added) Applicants must possess and show a notarized letter from the owner of the vehicle if it is not in the applicants' name.

3.2.2.3. (Added) Applicants must possess and show a valid Military/Civilian/Dependent/or Contractor Identification Card.

3.2.2.4. (Added) Applicants for motorcycles must possess and show the above listed items along with a valid motorcycle safety course completion certificate.

3.2.2.5. (Added) Applicants must possess and show a valid insurance card. If the applicant's state does not require an insurance card, applicant must provide a valid insurance policy.

3.2.3. (Added) DD Form 2220s will be issued to the following personnel:

3.2.3.1. (Added) All active duty and civilian personnel assigned to Dover AFB.

3.2.3.2. (Added) Retired personnel.

3.2.3.3. (Added) AAFES or NAF.

3.2.3.4. (Added) Reserve or tenant units assigned to Dover AFB.

3.2.3.5. (Added) Reserve or National Guard personnel assigned to a unit authorized use of Dover AFB facilities.

3.2.3.6. (Added) Survivors of deceased active duty or retired military members who are authorized use of Dover AFB facilities.

3.2.4. (Added) Security Forces personnel are authorized to remove or have the vehicle operator/owner remove the DD Form 2220 when proper registration requirements are not complied with. Normally, a compliance citation will be issued prior to the removal of a DD Form 2220 and the individual will be instructed to report to the Pass and Registration office once they have satisfied all registration requirements.

3.2.4.1. (Added) The DD Form 2220 is only valid when accompanied by the installation tab, year and month of expiration (will not exceed 3 years from the date of issue). Personnel are required to register their vehicles with the Pass and Registration office within 30 days of signing into their organization or purchasing a new vehicle. Failure to register their vehicle within this time frame could result in the issuance of DD Form 1408, **Armed Forces Traffic Ticket**.

3.2.5. (Added) Exemptions:

3.2.5.1. (Added) None of the provisions in **3.2.4.1. (Added)** shall apply to employees or visiting agencies stationed at Dover AFB as long as such vehicles do not exceed 60 calendar days per year (i.e., Reservist personnel, TDY personnel, etc).

3.2.5.2. (Added) The following vehicles are exempt by the Delaware Department of Motor Vehicles, such as: diesel, two-cylinder, two-stroke, displacement under 50 cubic inches, motorcycles and 1968 model year vehicles or earlier for vehicle emission tests.

3.4.4. The DD Form 2220 will be permanently affixed only on the front lower driver's side or top center windshield. Metal, plastic or paper plates will not be allowed. **EXCEPTION:** Show and antique vehicles will be exempt from this requirement when compliance would affect the value of the vehicle. The Chief,

Security Forces (CSF) will consider all other vehicles on a case-by-case basis. Motorcycles will either attach their DD Form 2220 to the lower left side of the windshield or the left strut.

3.5. Termination or Denial of Registration. When an individual's base driving privileges or base registration is suspended or revoked, he/she will report to the Pass and Registration office within 72 hours to surrender their DD Form 2220. If family members are otherwise authorized to retain base registration, they must report to Pass and Registration to obtain a laminated AF Form 75 for the duration of the suspension/revocation. The AF Form 75 will indicate the operator's status (i.e., Wife Only, Daughter Only, Son Only, etc.).

4.2.3.1. Motorcycles and Mopeds.

4.2.3.1.1. (Added) All military and civilian personnel who operate and register motorcycles on Dover AFB must attend an approved Traffic Safety Course before permanent registration can be obtained.

4.2.3.1.2. (Added) Operators and passengers of motorcycles will wear long sleeve shirts, long pants, sturdy footwear and full fingered gloves or mittens. Sandals, shower clogs, and flip-flops are not considered protective footwear.

4.2.3.1.3. (Added) Operators and passengers will wear a helmet, which meets or exceeds Department of Transportation specifications, and a face shield, goggles or shatterproof glasses. Safety glasses may be worn in lieu of impact resistant goggles or a full-face shield if they are equipped with straps to keep them firmly on the face. Tinted face shields or sunglasses will not be worn after the hours of darkness. Helmets will have the chinstrap fastened at all times during operation of the cycle. **EXCEPTION:** Goggles, safety glasses or a full face shield are not required for the operator if the motorcycle is equipped with a windshield equal in height to or above the top of the helmet of the properly upright-seated operator.

4.2.3.1.4. (Added) Operators will wear a brightly colored or contrasting outer upper garment which must be contrasting to the bike or other clothing the rider is wearing. The outer upper garment must be a vest, jacket, long sleeve shirt, short sleeve shirt, or coveralls. Tank tops, halter-tops, or bathing suit tops are not authorized. A long sleeved shirt or jacket must also be worn if the brightly colored or contrasting garment is short sleeved. The brightly colored outer upper garment must be reflective when worn between dusk and dawn (night). During these hours, a reflective belt, worn across the torso from shoulder to waist may be worn instead of reflective material on the brightly colored or contrasting outer upper garment. The reflective belt does not replace the requirement to wear the brightly colored or contrasting outer upper garment.

4.2.3.1.5. (Added) All motorcycles and mopeds will meet the criteria for inspection and registration before operating within the confines of Dover AFB. Each operator must possess, at the time of operation, a current state authorized motorcycle driver's license, proof of ownership, proof of current insurance coverage, and proof of completion of a rider skill-training course that meets the requirements of the Motorcycle Safety Foundation.

4.2.3.1.6. (Added) Moped operators will observe all laws applicable to other motor vehicles, with the exception that the maximum speed for mopeds is 25 mph. Only operators may ride mopeds-no passengers.

4.2.3.1.7. (Added) Mopeds are required to be equipped with operational headlights, taillights, and a horn. Headlights will be on when the engine is in operation.

4.2.4. Operation of a motor vehicle shall be in accordance with the motor vehicle laws of the State of Delaware unless otherwise noted in this instruction.

4.2.4.1. (Added) All references to any law enforcement officer within the Delaware Code shall apply to Security Forces or attached personnel assigned to the 436th Security Forces Squadron.

4.2.4.2. (Added) Violations of this code are punishable under the Uniform Code of Military Justice, Article 92, failure to obey order or regulation; and Title 18, United States Code (USC), Section 13; and may result in suspension or revocation of installation driving privileges IAW AFI 31-204.

4.2.5. Traffic Law Obedience.

4.2.5.2. (Added) No person shall operate a motorized vehicle without possessing a valid state operator's permit, valid registration and necessary insurance coverage while operating a POV (Rental Vehicles for TDY personnel are not required to obtain additional insurance, insurance is covered in military contracts.) Operators of a Government Owned Vehicle (GOV) are exempt from registration and insurance requirements. Personnel operating a GOV over 14,000 pounds gross vehicle weight (GVW) must be in possession of AF Form 2293 for the type of vehicle being operated (IAW AFI 24-301, para 4.4.1.4).

4.2.5.3. (Added) No person shall willfully refuse to comply with any lawful order or directive of anyone who has the authority to direct, control or regulate traffic (e.g., Security Force patrolman in the performance of official duties).

4.2.5.4. (Added) The operator of any vehicle or bicycle will obey all traffic control devices unless otherwise directed by a Security Forces patrolman in the performance of official duties.

4.2.5.5. (Added) Drivers of authorized emergency vehicles, while responding to an emergency may:

4.2.5.5.1. (Added) Park or stand irrespective to the provisions of this instruction, providing the vehicle is parked or standing as a result of emergency response and it does not create a safety hazard.

4.2.5.5.2. (Added) Proceed past a red or stop signal, but only after assuring the intersection is free of traffic and there is no danger to life or property.

4.2.5.5.3. (Added) Disregard instructions governing direction of movement or turning in a specified direction if other traffic is not endangered.

NOTE: The exemptions granted to authorized emergency vehicles shall apply only when the operator of the vehicle, while in motion, displays at least one red or blue lighted lamp, multicolor or appropriate light bars. The provisions of this section shall not relieve the operator of the emergency vehicle from the duty to drive with regard for the safety of all nor shall it protect the operator from the consequences of their reckless disregard for the safety of others. Emergency vehicles will not disregard any traffic control device when responding to exercise situations.

4.2.7. (Added) Traffic Enforcement.

4.2.7.1. (Added) Security Forces have the primary responsibility for enforcing traffic laws on Dover AFB. Violators will be cited as follows:

4.2.7.1.1. (Added) All civilians operating POVs, to include dependents, DoD and NAF employees, will be issued DD Form 1805, **United States District Court Violation Notice**, in exclusive federal jurisdiction areas. Within areas of proprietary interest, violators will be cited via DD Form 1408.

4.2.7.1.2. (Added) Civilians, who are operating a GOV at the time of the violation, will be issued a DD Form 1408, regardless of the jurisdiction in the area of the offense.

4.2.7.1.3. (Added) Active Duty personnel will be issued DD Form 1408.

4.2.7.1.4. (Added) Reserve military personnel will be issued a DD Form 1408 while in the performance of reserve duties. A DD Form 1805 will be issued at all other times.

4.2.7.1.5. (Added) Juveniles will be cited via DD Form 1805.

4.2.7.1.5.1. (Added) The juvenile's sponsor will be contacted upon issuance of a citation.

4.2.7.1.5.2. (Added) Juveniles will have their sponsor present in magistrate court for all mandatory appearances or if the citation is contested.

4.2.8. (Added) Dover AFB Rules of the Road.

4.2.8.1. (Added) Vehicles approaching school buses (from either direction), stopped for the purpose of receiving or discharging passengers, will stop before reaching the bus and will not proceed until the bus resumes motion. Violators may have their driving privileges suspended as directed by the installation commander.

4.2.8.2. (Added) The driver of a vehicle will not back a vehicle without a spotter unless the movement can be made with reasonable safety and without interfering with other traffic. Drivers of GOVs of one-ton capacity or more will use a spotter when backing.

4.2.8.3. (Added) No person will be transported in or on a vehicle while in a standing position, except vehicles configured for this operation where handholds are provided. No person will be transported in the in the cargo compartment of a vehicle. **EXCEPTION:** Squadron commanders may waive this requirement if mission or contingency requirements necessitate that personnel must ride in the cargo area. A written letter must be submitted to 436th Airlift Wing Safety Office stating the reason behind the decision and specify controls that will be used to protect passengers after utilizing the Operational Risk Management Process, and conform with AFI 91-207 Dover Supplement 1, *The U.S. Air Force Traffic Safety Program*.

4.2.8.4. (Added) Driving over unpaved areas is prohibited except when it is absolutely necessary to avoid obstructions or when directed by a Security Forces patrol person in the performance of official duties.

4.2.8.5. (Added) Vehicle operators are responsible for the proper wear of required safety devices by all passengers in that vehicle. Violations of seatbelt or helmet requirements will be enforced as follows:

4.2.8.5.1. (Added) Any vehicle attempting to enter the base while the operator or any passenger is not wearing the required safety device will be stopped and denied entry until the seatbelt or helmet is worn.

4.2.8.5.2. (Added) Any vehicle operator not wearing the required safety device(s), or allowing personnel in their vehicle to not wear the required safety device(s), will be issued a citation for the first offense. A second offense within a one-year period will result in the operator's base driving privilege being suspended for a period of 30 days; additional violations may result in revocation of base driving privileges.

4.2.8.5.3. (Added) Violations detected by Security Forces will be reported on DD Form 1408 or DD Form 1805 as appropriate.

4.2.8.6. (Added) No person shall operate a vehicle or bicycle while wearing a Walkman or similar headset device.

4.2.8.7. (Added) Vehicles entering the installation entry control points during the hours of darkness will dim their headlights prior to approaching (vehicles with day time running lights are exempt).

4.2.8.8. (Added) Personnel operating POVs on Dover AFB must be able to produce proof of valid liability insurance, driver's license and proof of vehicle registration to Security Forces on demand. Failure to do so may result in the following actions:

4.2.8.8.1. (Added) Violators authorized to receive a DD Form 1805 will be cited for violating Title 21, Delaware Code, Section 2118, and the vehicle will be removed from the installation until proper insurance documentation, driver's license or proof of vehicle registration is obtained.

4.2.8.8.2. (Added) Violators authorized to receive a DD Form 1408 will be cited for violating this instruction and the vehicle will be removed from the installation until proper insurance documentation, driver's license or proof of vehicle registration is obtained.

4.2.8.9. (Added) It is unlawful for any person to have an open container of an alcoholic beverage in their possession in a motor vehicle or while astride a bicycle on this installation.

4.2.8.10. (Added) Dormitory residents who have had their driving privileges suspended due to a drunken driving conviction may park their vehicles at the North Gate if they have a valid state license to drive.

4.2.8.11. (Added) Unsafe Vehicles.

4.2.8.11.1. (Added) Vehicles cited as being unsafe may not be driven on the installation except to a place of repair.

4.2.8.11.2. (Added) Violations for unsafe vehicles will be cited via DD Form 1408 as Compliance Citations.

4.2.8.11.3. (Added) Proof of repair must be presented to the Security Forces Control Center (SFCC), building (Bldg) #910 within 72 hours of the issue of the traffic citation.

4.2.8.11.4. (Added) Failure to comply with this section may result in removal of the vehicle from the installation.

4.2.8.12. (Added) Speed Limits.

4.2.8.12.1. (Added) General Speed Instructions. No person shall operate a motor vehicle on any roadway at a speed greater than reasonable and prudent under existing conditions and having regard for the actual and potential hazards that may exist.

4.2.8.12.2. (Added) Specific Speed Limits. The base speed limit is 25 miles per hour (mph) unless otherwise posted and no person shall drive a motor vehicle in excess of the following:

4.2.8.12.2.1. (Added) 15 mph in the Industrial Maintenance Complex (IMC), base supply, and air terminal complexes. The IMC refers to those roads east of Atlantic Street and west of the ramp.

4.2.8.12.2.2. (Added) 10 mph in all school zones.

4.2.8.12.2.3. (Added) 10 mph in parking lots and on access roads thereto.

4.2.8.12.2.4. (Added) 5 mph while backing.

4.2.8.12.2.5. (Added) 35 mph on all paved portions of the base perimeter road, south of Bldg #100.

4.2.8.12.2.6. (Added) 10 mph when passing a troop formation marching on the roadway.

4.2.8.12.2.7. (Added) 20 mph in the Military Family Housing (MFH) areas.

4.2.8.12.2.8. (Added) Speed limits on the airfield will be IAW Dover Air Force Base Instruction 13-202, *Airfield Driver Training and Operating Procedures*.

4.2.8.12.2.9. (Added) 5 mph in MFH parking lots.

4.2.8.12.3. (Added) Any person who receives a citation within the confines of family housing area for exceeding the posted speed limit will be subject to increased traffic points accumulation which could affect suspension of driving privileges. If a vehicle operator receives nine traffic points in 12 months or 12 points in 24 months based on citations issued within the housing area, driving privileges will be suspended for six months.

4.2.8.13. (Added) Littering from a Vehicle.

4.2.8.13.1. (Added) Littering is prohibited on Dover AFB and in MFH. Vehicles/trucks carrying large amounts of debris or garbage will cover the material to prevent it from being blown or fallen out.

4.2.8.13.1.1. (Added) Civilian personnel committing violations in Exclusive Federal Jurisdiction areas will be cited via DD Form 1805 for violation of Title 21 (Del Code) Sec 4189.

4.2.8.13.1.2. (Added) Civilian personnel committing violations in proprietary interest areas will be cited via DD Form 1408. Personnel cited via DD Form 1408 will be assessed two points for each violation.

4.2.8.13.1.2.1. (Added) In addition, personnel accumulating a total of three violations within a 90-day period will receive a 30-day driving suspension.

4.5.3. (Added) Accident Reporting

4.5.3.1. (Added) Any driver involved in an accident must immediately stop their vehicle, or as soon as safely possible, and remain at the scene of the accident until they have fulfilled the requirements of this section.

4.5.3.1.1. (Added) Duty to render competent first aid and give information: Anyone involved in an accident will ensure competent first aid is rendered as necessary until appropriate medical attention arrives. The operators of vehicles involved will exchange their name, grade, organization, address, telephone number, insurance information, driver's license number and vehicle registration information.

4.5.3.1.2. (Added) Accidents involving damages to unattended vehicles or other property: Any vehicle that collides with an unattended vehicle or property will immediately stop and the driver will attempt to locate and notify the owner of the damaged vehicle or property and comply with paragraph **4.5.3.1.1. (Added)** above. If unable to contact the owner, the operator will notify Security Forces.

4.5.3.1.3. (Added) Accident reporting: The operator of any vehicle involved in an accident on base will immediately report the accident to the SFCC. If the operator is incapable of reporting the accident, attempt to have a passenger or witness report the accident immediately.

4.5.3.1.4. (Added) Moving a vehicle from the scene of an accident: Any person involved in an accident on-base will not move the vehicle from the scene without permission from Security Forces or Delaware State Police (DSP).

4.5.3.2. (Added) Security Forces or DSP are responsible for the investigation of all accidents requiring investigation. This investigation will be in accordance with Air Force and local directives.

4.5.3.3. (Added) Security Forces will respond to all minor accidents, facilitate the exchange of information, and complete a Minor Accident Worksheet. Security Forces will not investigate minor motor vehicle accidents.

4.5.3.3.1. (Added) Operators involved in minor accidents are not normally cited unless the patrol person can establish a clear violation of a law or directive.

4.5.4. (Added) General - Accident reports will not be provided to vehicle operators by Security Forces. Copies of reports must be requested by insurance companies from 436 SFS/SFA.

4.8.4. Dover AFB will use parking wardens to enforce parking violations. The parking warden will normally be the building custodian, but may be anyone authorized in writing by the unit commander to issue parking tickets. 436 SFS/SFOFP will issue parking warden citations to parking wardens.

4.8.5. (Added) Parking is authorized in clearly identified paved or graveled areas by paint, pipes, barriers, or signs. Parking in unpaved areas is not authorized, except during special events or as directed by the 436 AW/CC or Security Forces.

4.8.6. (Added) Personnel assigned quarters in base housing may store their boats, trailers, campers and recreational vehicles in either the base storage lot located on the south end of the base near Bldg 1324 and Bldg 1344 or in the parking lot along Cypress Loop. Applications for storage on main base are handled through 436th Services Squadron/Recreation Supply division and for storage in base housing through the Housing Office.

4.8.7. (Added) No person will stop, stand, or park a vehicle, except when necessary to avoid a conflict with other traffic or when in compliance with the direction of a traffic control device, on any lawn, seeded area, maintained field, playground or other area not used for motor vehicle traffic. Moving trucks will not park on lawns in base housing.

4.8.8. (Added) Military Family Housing Parking.

4.8.8.1. (Added) The driveways to each individual's quarters will be considered their assigned parking space. Violators will be issued a DD Form 1408.

4.8.8.2. (Added) Parking along the road is for visitors. However, people who have more than one POV may park along the road. Oversized recreational vehicles or converted buses will not park alongside the roadway or in the confines of the roadway. These vehicles will be parked in the areas discussed in paragraph **4.8.6. (Added)**

4.8.8.3. (Added) Open parking is provided in areas of Eagle Heights with two slots per family and the visitor slots will be used on a first come, first served basis. Additional vehicles may be parked on the street in non-designated parking slots.

4.8.8.4. (Added) Any individual who operates an oversized recreational vehicle or converted bus as their primary means of transportation must request permission through the Family Housing Office to park their vehicle in base housing.

4.8.8.5. (Added) Any housing resident cited three times for illegally parking in the housing area in a 1 year period will have their privilege to reside in military housing reviewed. The 436 MSG/CC or designated representative, will be the final authority in this matter.

4.8.9. (Added) Unattended Motor Vehicles. No person driving or in charge of a motor vehicle shall permit it to be parked unattended without first stopping the engine and removing the key.

4.8.10. (Added) Children under 10 years of age will not be left unattended in any vehicle, unless an individual 12 years old or older is present.

4.8.11. Reserved Parking on Dover AFB.

4.8.11.1. (Added) 436th Security Forces Squadron will not normally enforce reserved parking. The 436 MSG/CC has authorized building custodians, parking wardens, and personnel designated by unit commanders to enforce unit owned or housing reserved parking areas, or other parking violations within their area of responsibility. A DD Form 1408 over-stamped with "Parking Warden Ticket" will be utilized to cite parking violations. Completed tickets will be forwarded to 436 SFS/Police Services (436 SFS/SFOFP) for processing and then filed by 436 SFS/SFA. Subsequent parking violations by the same individual may be cause for extended suspension or permanent revocation of base driving privileges. Whenever the same vehicle or operator has received three citations for violating standing, parking, or any other non-moving vehicle instructions within a 90 day period, or an individual is found to have parked in a handicapped slot without being authorized, the driving privileges of the vehicle owner or operator may be suspended for 30 days. The violator has 10 working days, excluding weekends and holidays to rebut the suspension of driving privileges. The suspension for reserve personnel is 30 days including weekends and holidays.

4.8.11.2. (Added) All requests for reserved parking spaces will be processed through 436th Civil Engineer Squadron. A letter of request will be accomplished by the facility custodian and forwarded to the Traffic Safety Officer, who will coordinate the request and recommend approval/disapproval. Final approval rests with the 436 SPTG/CC. Approval will generally be granted to the following:

4.8.11.2.1. (Added) Commanders

4.8.11.2.2. (Added) First Sergeants

4.8.11.2.3. (Added) Handicapped

4.8.11.2.4. (Added) Customer/Visitor Parking

4.8.11.2.5. (Added) Government Vehicle

4.8.11.2.6. (Added) Company Grade Officer, SNCO, NCO, Airman and Civilian of the Quarter recognition program.

4.8.11.2.7. (Added) Honor Guard

4.9.3. Processing Traffic Citations.

4.9.3.1. (Added) The unit or section commander will conduct an inquiry and take disciplinary or administrative action. If the inquiry reveals neither action is appropriate, the citation and supporting documents for the decision are returned to the 436 SFS/SFA for administrative review in conjunction with 436 SFS/SFO. If a disagreement exists between the unit commander, civilian personnel office or other base agencies (as applicable) and the (CSF), the ticket will be sent to 436 MSG/CD with accompanying documentation for a decision. The decision of the MSG/CD or higher is final.

4.9.3.2. (Added) Traffic points are assessed and action will be taken on all citations where the inquiry results in disciplinary or administrative action. Point assessment for the determination of whether to suspend/revoke driving privileges on the installation will be based on all collected data. The collected data includes, but is not restricted to, citations issued on the installation, citations from other military installations, AFLETS (Air Force Law Enforcement Terminal System), or other official sources.

4.9.3.3. (Added) Where a disagreement exists involving an offender cited via DD Form 1805 and Security Forces, the US Magistrate will render the final decision.

4.9.3.4. (Added) Contesting the DD Form 1408.

4.9.3.4.1. (Added) If a violator desires to rebut a lawfully issued citation, a request must be submitted in writing within 10 days of receiving the citation to 436 SFS/SFAA (Reports and Analysis).

4.9.3.4.2. (Added) SFAA will make a copy of the white and yellow copies of the citation and forward it, with the request to 436 SFS/SFOFP, to conduct an inquiry and make a recommendation to the CSF. If the CSF decides the citation was unwarranted, it will be voided and removed from SPAS. If the CSF deems the citation was lawfully issued, the citation will stand and points will be assessed if applicable.

4.9.3.4.3. (Added) If the CSF decides a contested citation is valid, but the violator's commander/first sergeant disagree, a citation rebuttal package containing all pertinent correspondence be prepared by SFAA and will be submitted to the 436 MSG/Deputy Commander who is the final appeal authority.

4.9.3.5. (Added) Rebutting a DD Form 1805.

4.9.3.5.1. (Added) If a violator desires to rebut a lawfully issued DD Form 1805, inform him/her the following procedures apply. The Violator should check the appropriate box requesting a court hearing on the violator's copy of the citation and mail to the address on the reverse side. The violator will be notified of a court date by mail.

4.9.3.5.2. (Added) When a violator appears in court, he/she may contest a lawfully issued citation by entering a plea of not guilty. He/she will then be scheduled for a hearing before the Magistrate at which time evidence may be presented to contest the citation.

4.10.1. It is unlawful for any person under the influence of alcohol or drugs to drive, operate, or to be in actual physical control of any vehicle at any time.

4.10.1.2. Security Forces personnel invoking the implied consent provisions will record the appropriate information on DD Form 1920, **Alcohol Influence Report** or locally devised form. The authorized methods for conducting a chemical test to determine blood alcohol level shall be the intoxilyzer breath analysis instrument, blood test, or both.

4.15.1. The 436th Medical Group will provide Security Forces with a copy of the results of any blood alcohol test directed by 436 MSG/CC or 436 MSG/CD and administered by medical personnel within 48 hours from the time the tests were administered. Civilians can not be given blood alcohol tests without their consent.

5.1. **Driving Records.** All suspension and revocations apply IAW AFI 31-204, Table 5.1 and apply to active duty, reserve, civil service, dependents, retirees, and non-military affiliate civilians.

Table 5.1. Suspension/Revocation of Driving Privileges.

NOTE: The following suspensions and revocations apply exclusively to Dover Air Force Base.

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| Assessment 1: Any incident deemed "serious" by the installation commander or designee may result in a 6-month suspension to a 1-year revocation. |
| Assessment 2: Failure to comply with base entry/exit point checks will result in a 1-year revocation. |
| Assessment 3: Accumulation of 12 traffic points in 12 months or 18 points in 24 months will result in a 6-month suspension. |
| Assessment 4: Accumulation of 9 traffic points in 12 months or 12 points in 24 months in base housing will result in a 6-month suspension. |

Assessment 5: A 30 day suspension is appropriate for the following offenses.

Violation: Illegally parked in a reserved handicapped parking space.

Violation: Three non-moving violations in 90 days.

Violation: Two seat belt violations within a 1-year period.

Violation: Three littering violations within 90 days.

6.4.1. If a vehicle meets the criteria of para **2.4.1.** or **2.4.2. (Added)** above, Security Forces will take the following actions.

6.4.1.1. Vehicles will be cited via DD Form 2504, **Abandoned Vehicle Notice.**

6.4.1.2. If the vehicle is not moved within 72 hours after issuance of DD Form 2504, the vehicle will be towed to the base impoundment lot by the Logistics Readiness Squadron through coordination with 436 SFS/Investigations provided the vehicle can be towed without damage to the vehicle. Vehicle owners will be charged a \$40.00 towing fee IAW DAFBI 31-205, *Lost, Abandoned, or Unclaimed Privately Owned Personal Property*, and an additional \$2.00 storage is assessed daily until the vehicle is claimed by the owner or the vehicle is released to the Property Disposal Board.

Chapter 7 (Added)

TROOP MOVEMENTS

7.1. (Added) Troop Movements.

7.1.1. (Added) Troop movements or formations will use the extreme right side of the roadway.

7.1.2. (Added) Road guards (wearing a reflective vest/belt or carrying a traffic wand) will be utilized while crossing all intersections.

7.1.3. (Added) During periods of reduced visibility, the troop commander will designate additional personnel to wear a reflective vest/belt or carry a traffic wand.

7.1.4. (Added) As a minimum, there will be four (4) personnel with safety devices within the formation. These individuals should be placed in the front and rear of the formation.

Chapter 8 (Added)

BICYCLES

8.1. (Added) Bicycles.

8.1.1. (Added) Everyone operating a bicycle on a roadway will be granted all the rights of a motor vehicle and will be subject to the duties and instructions applicable to operators of motor vehicles. Noncompliance may result in a citation being issued by Security Forces and traffic points may be assessed.

8.1.2. (Added) It is prohibited for bicycle riders to ride while wearing a Walkman or other similar headset device, which may interfere with the operator's ability to hear. All bicycle operators/riders must wear an approved bicycle helmet IAW AFI 91-207, *The U.S. Air Force Traffic Safety Program*, paragraph 20.

8.1.3. (Added) Bicycles used during the hours of darkness will be equipped with a headlamp visible from a distance of 500 feet, a rear red reflector, and side reflector visible from a distance of 600 feet. Operators should wear lightly colored clothing.

Chapter 9 (Added)**TRAFFIC SIGNS AND MARKINGS****9.1. (Added) Traffic Signs and Markings.**

9.1.1. (Added) Vehicle operators shall obey all traffic control devices unless otherwise directed by Security Forces.

9.1.2. (Added) Notify the base civil engineer service desk if existing traffic control devices need repair. Recommend changes to existing devices should be forwarded to the 436 CES for action, with coordination through 436 AW/Safety Office.

9.1.3. (Added) Military workers and Contractors must comply with the Uniform Code of Traffic Control Devices when changing traffic patterns, i.e., closing off roadways, lanes, etc.

Chapter 10 (Added)

PEDESTRIAN TRAFFIC

10.1. (Added) Pedestrian Traffic.

10.1.1. (Added) Pedestrians walking alongside the roadway will walk in single file facing on-coming traffic.

10.1.2. (Added) Vehicle operators will yield the right of way to pedestrians in crosswalks. Pedestrians need to ensure vehicles come to a stop before stepping out into the lane of traffic.

10.1.3. (Added) Jogging, running, or walking on the street or shoulder will be done facing traffic on the outside edge of the opposing traffic lanes or shoulders of the road. During the hours of darkness, joggers will wear light colored clothing.

10.1.4. (Added) It is prohibited for pedestrians to walk or jog on any roadway while wearing a Walkman or similar headset device.

Chapter 11 (Added)

SKATEBOARDS, ROLLER-SKATES, AND ROLLER BLADES

11.1. (Added) Skateboards, Roller-Skates and Roller Blades.

11.1.1. (Added) The following restrictions apply to the use of skateboards, roller skates, and roller blades:

11.1.2. (Added) No skateboarding, roller-skating, or roller blading, will be allowed on any road, street, or thoroughfare; with the exception of roller-skating/roller blading will be allowed on the jogging path along Perimeter Road from the South Gate to Building 1276/1277 during daylight hours. In housing, skating is permitted at the Youth Center basketball court (call for restrictions), Arnold Elementary tennis court without net, the south parking lot when there are no cars present and the basketball court of Welch Elementary, jogging paths and sidewalks in Family Housing.

11.1.3. (Added) No skating in culverts, storm drains, bus stops, steps, ramps leading to entrances/exits, shoppette/store areas (i.e., Commissary, Main Exchange, or banks).

11.1.4. (Added) Skating on perimeter road jogging path is prohibited during the hours of darkness.

11.1.5. (Added) Pedestrians have the right of way on sidewalks and jogging paths.

11.1.6. (Added) Group skaters must form a single file when approaching or overtaking pedestrians.

11.1.7. (Added) Skaters will skate at a speed safe for road conditions and will not hazard the general public.

11.1.7.1. (Added) Skaters will be required to wear approved helmets (same guidelines as for bicycle riders, para 8.2). It is strongly recommended that all skaters use wrist, elbow, and kneepads.

11.1.8. (Added) Jumping ramps are not authorized along any roadway or sidewalk.

11.1.9. (Added) It is prohibited for persons using skateboards, roller skates or roller blades to wear a Walkman or similar headsets.

Chapter 12 (Added)**MISCELLANEOUS****12.1. (Added) Miscellaneous.**

12.1.1. (Added) No person shall perform operator maintenance, or repair a motor vehicle on any roadway, parking lot or access road thereto except to perform emergency repairs.

12.1.2. (Added) No person shall operate a motor vehicle unless such vehicle has a valid state vehicle registration plate securely attached to the vehicle. The plate will be clearly visible, legible and free of foreign material or borders, which hinder or obstruct vision of the registration plate.

12.1.3. (Added) Off highway vehicles (OHV) including dirt bikes, multi-wheeled vehicles, etc., that are NOT equipped (or designed) for highway purposes and are prohibited from being driven on Dover AFB.

Chapter 13 (Added)

DEFINITIONS

13.1. (Added) Definitions.

13.1.1. (Added) Unsafe Act - An act or omission in traffic, which is hazardous.

13.1.2. (Added) Moped - A pedal bicycle having two tandem wheels, either over 20 inches in diameter, and with helper motor characterized in that the maximum piston displacement is less than 55cc and maximum speed does not exceed 25 mph.

13.1.3. (Added) Motorcycle - A motor vehicle designed to travel with no more than three wheels in contact with the ground.

13.1.4. (Added) Parked or Parking - The standing of a vehicle, whether occupied or not, in a designated area or in compliance with a police person, sign, or signal.

13.1.5. (Added) Right of Way - The right of one vehicle or pedestrian to proceed in a lawful manner in preference to another vehicle or person.

13.1.6. (Added) Stop or Stopping - A complete cessation of movement.

13.1.7. (Added) Authorized Emergency Vehicle - Fire department, ambulance, Security Forces or other emergency vehicles as designated by proper authority.

13.1.8. (Added) Traffic Control Device - All signs, signals, markings, and devices used for the purpose of regulating, warning and guiding traffic. This includes Security Forces and properly designated personnel who are manually directing traffic.

13.1.9. (Added) Roadway - The portion of the highway improved, designed, or ordinarily used for vehicle traffic, exclusive of the berm or shoulder.

13.1.10. (Added) Motor Vehicle - Any means of transportation by a motor powered engine to include mopeds, all-terrain vehicles, motorcycles, cars, and trucks.

13.1.11. (Added) Recreational Vehicle - Includes every motor vehicle used for temporary human living quarters, not the residence of the owner or occupant, and used for recreational or vacation activities, including motor homes, self-propelled campers and other motor vehicles with permanently attached camper components.

13.1.12. (Added) Bicycle - Shall include a class of vehicles which are exclusively human powered by means of foot pedals, which the driver normally rides astride, and do not have in excess of three wheels.

13.1.13. (Added) Military Family Housing (MFH) - Pertains to those quarters in Eagle Heights and Eagle Meadows.

13.1.14. (Added) Minor Vehicle Accident - Any accident with non-disabling damage to Government Owned Vehicle (GOV), and/or Privately Owned Vehicle (POV), and/or government property less than \$10,000 and in which there are no injuries.

13.1.15. (Added) Major Vehicle Accident - Any accident with disabling damage to a POV or GOV, government or private property damage exceeding \$10,000 or injuries/death to any person at the accident scene. **NOTE:** Any injury, regardless of severity, or accidents, which are difficult to explain (i.e. No cor-

relation between damage and accident chain-of-events, arson suspected, fraudulent claim anticipated, etc.), defines the incident as a major accident.

13.1.16. (Added) Juvenile - All persons under the age of 18 are defined as juveniles for the purpose of this instruction.

13.1.17. (Added) Vehicle - Bicycles or any means of transportation by a motor-powered engine to include, mopeds, all-terrain vehicles, motorcycles, cars and trucks.

13.1.18. (Added) Troop Movement - Any group of people traveling in formation on a roadway. This includes military and exercise formations.

13.1.19. (Added) Skating – The use of roller-skates, roller blades, skateboards, or scooters.

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